Use or adapt this template to include the Victorian Government’s Healthy choices: Policy directive in your health service’s current policies.

The Victorian Government’s *Healthy choices: Policy directive for Victorian public health services* directs health services to ensure that healthier food and drinks are sold, provided, and promoted at their facilities.

This directive applies to all vending machines, any ‘in-house’ managed retail food outlets, items purchased by staff and visitors from patient/resident menus, and all catering\* provided by the service to staff and visitors.

(*Health services are encouraged to apply this policy to all**of their**retail food outlets –to help meet the Victorian Cancer Plan 2020-2024 state-wide target*[[1]](#footnote-2)).

Including the Policy directive in your health service’s policies will:

* show your health service is committed to promoting good health
* help make sure your efforts in supporting healthy eating are long term and sustainable
* incorporate healthy eating into your health services culture
* ensure healthy eating is promoted across the whole health service (for example, hospitals, residential aged care, integrated community health services)
* provide clear direction and support to everyone involved in making healthy changes.

\*applies to staff procuring food and drinks with health service (government funds) for meetings, functions, and events. This includes occasions such as workshops, conferences, community events, launches, celebrations and ceremonies, as well as client or community education, information, or training programs.It also includes food/drinks provided (free) for staff/visitors in waiting rooms/staff rooms.

# Organisational policy – healthy food and drinks

[insert organisation’s name] recognises the importance of healthy eating in promoting health and wellbeing and is committed to supporting employees, contractors, volunteers, patients and visitors to make healthy food and drink choices.

[insert organisation’s name] will support healthy eating by implementing the *Victorian Government’s Healthy choices: policy directive for Victorian public health services (*Policy directive*)*. The Policy directive states that foods and drinks provided must be in line with the *Healthy choices: food and drinks classification guide* and *policy guidelines for hospitals and health services,* which classifies foods and drinks as GREEN (best choices), AMBER (choose carefully) or RED (limit) according to their nutritional value.

[insert organisation’s name] will:

Include a requirement to meet the Policy directive in tenders, contracts and leases with relevant food and drink suppliers ([in-house retail outlets]; [privately managed retail outlets]\* and [vending] – delete any that do not apply):

Food:

For [in-house] [all]\* retail outlets, [items available for purchase from patient/resident menus] and [all vending]: (delete any that do not apply)

* at least 50 per cent of food available and displayed is GREEN
* no more than 20 per cent of food available and displayed is RED
* RED foods are not promoted or advertised

Drinks:

For [in-house] [all]\* retail outlets, [items available for purchase from patient/resident menus] and [all vending]: (delete any that do not apply)

* no sugary (or RED category) drinks are available or promoted/advertised
* at least 50 per cent of drinks available and displayed are GREEN
* no more than 20 per cent of drinks available and displayed are AMBER artificially sweetened

\* inclusion of privately managed retail outlets in your organisation’s policy/contracts is encouraged.

Catering[[2]](#footnote-3):

* provide at least 50 per cent **GREEN** food options and no RED food for workplace catering, functions, and events.
* supply no sugary (or RED category) drinks for workplace catering, functions, and events.

*Catering for special occasions:*

* Whilst RED food and drink options should be avoided wherever possible, small amounts of RED foods or drinks, such as alcohol, may be provided via catering for occasional and defined events and (ideally) - [with prior approval of <relevant executive/delegate>].

[Include the following additional points in your policy as required]

* Commercial or private retail food outlets are encouraged to follow this policy (*if not already included formally in your policy above*).
* This policy will be communicated to external user groups that use the health service’s facilities to encourage them to also provide healthy catering.
* Free drinking water (for example, water fountains, jugs of tap water) is readily available and promoted for staff and visitors.
* Staff rooms and staff kitchens must have facilities to prepare healthy meals and snacks brought from home.
* Breastfeeding will be supported and encouraged.
* **GREEN** food and drink options will be promoted, and RED options will not be used for prizes, giveaways, awards and vouchers
* Engagement in healthy fundraising and sponsorship activities is encouraged.

For more information about the Victorian Government’s Policy directive visit <http://heas.health.vic.gov.au/healthy-choices/healthy-choices-policy-directive-victorian-public-health-services>

For more information about the Healthy Choices guidelines, visit [www2.health.vic.gov.au/public-health/preventive-health/nutrition/healthy-choices-for-retail-outlets-vending-machines-catering](https://www2.health.vic.gov.au/public-health/preventive-health/nutrition/healthy-choices-for-retail-outlets-vending-machines-catering).

The *Healthy choices: healthy eating policy and catering guide for workplaces* [[3]](#footnote-4)provides more information on developing and implementing a healthy eating policy in your health service.

1. The *Victorian Cancer Plan 2020-2024* target: “*at least 80 per cent of hospitals and health services’ retail outlets and vending machines to meet the recommended Victorian Government food and nutrition standards (Healthy choices) by 2024*.”

 [↑](#footnote-ref-2)
2. Refers to catering for meetings, functions and events (such as workshops, conferences, community events, launches, celebrations and ceremonies) as well as client or community education or training programs or groups. [↑](#footnote-ref-3)
3. *Healthy choices: healthy eating policy and catering guide for workplaces*, Department of Health and Human Services, State Government of Victoria. 2013, [www2.health.vic.gov.au/public-health/preventive-health/nutrition/healthy-choic-for-retail-outlets-vending-machines-catering](https://www2.health.vic.gov.au/public-health/preventive-health/nutrition/healthy-choices-for-retail-outlets-vending-machines-catering). [↑](#footnote-ref-4)